

MINUTES OF A SPECIAL MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, JANUARY 6, 2003 IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, CLARKDALE, ARIZONA.

The regular meeting of the Planning Commission of the Town of Clarkdale was held on Monday, November 18, 2002 at 6:00 p.m. in the conference room of the Planning and Zoning Department.

Planning Commission:

Chairperson	Robyn Prud'homme-Bauer	Present
Vice Chairperson	Lew Dodendorf	Present
Commissioners	Terri Brunsman	Present
	Susan Sammarco	Present
	Gary Hansen	Present

Staff:

Planning Director	Lyle Richardson
Planner II	Steven Brown
Admin. Assistant	Linda Noland

OTHERS IN ATTENDANCE: Bill Snyder, Ray Selna, Bob Conlin, Ellie Bower, Jane Winiechi, Paul Handberger.

CALL TO ORDER: Chairperson Prud'homme-Bauer called the meeting to order at 6:00 p.m. Roll was called, a quorum was present.

CONSIDERATION OF APPROVAL OF THE MINUTES OF NOVEMBER 18TH AND DECEMBER 16TH, 2002 REGULAR MEETINGS. Chairperson Prud'homme-Bauer commented the minutes of the December meeting, which had been canceled, stated the reason for cancellation was because of lack of quorum. The proper wording should read "lack of agenda items." Commissioner Brunsman: made a motion to accept the minutes of November and December with the change made from "lack of quorum" to "lack of agenda items." Commissioner Hansen: seconded the motion. The motion passed unanimously.

PUBLIC COMMENT: None

CHAIRPERSON'S REPORT: None

PLANNING DIRECTORS REPORT:

Planning Director Richardson mentioned that the Town would be getting a new engineer as of January 14th. The new engineer is with Arizona Engineers of Flagstaff. Planning Director Lyle

Richardson is considering having the engineer attend the next regular Planning Commission meeting to be able to meet the committee.

NEW BUSINESS

1. PUBLIC HEARING ON PROPOSED SITE PLAN REVIEW PROCESS

Commissioner Susan Sammarco made a motion to open the to Public Hearing portion of the meeting on this matter. Vice Chairperson Lew Dodendorf seconded the motion. The motion passed unanimously. Planning Director Richardson, outlined what has been taking place in the last two to three months. Staff, through a Strategic Planning Session with the Town Council in July was directed to prepare a Site Plan Review procedure that would be incorporated into the Town's zoning code. The intent is to provide clear direction of development and procedures to developers and property owners of commercial, industrial and multi family properties. That hasn't been part of the Town of Clarkdale's procedure in the past and because of that it has caused confusion when applications are turned in.

The intent of the ordinance is two fold: 1). To make sure minimum Town standards are met. 2). To give the owners of the real property very clear direction as to what's expected so that there are no surprises as they come through the development procedure.

Staff began the preparation of a draft document approximately 2 ½ to three months ago. As a result of numerous work study session with the Planning Commission, alternative development standards were considered. Those standards are outlined in the document that has been made available to the public.

Planning Director Richardson mentioned that looking at the Proposed Site Plan Review from the developers perspective, he believes the document is flexible enough to give direction to the property owners and developers. That will help insure against creating economic hardship on the development of a project. Also it gives the developer knowledge of what is expected from the Town before a great deal of time and money are put into the project.

Planning Director Richardson mentioned that the Planning Dept. has had some comment back from the public, but not a lot until this evening. Approximately one month ago letters were sent out to all the private property owners of commercial, industrial and multi-family properties within the Town. In the letter the process we were proposing was explained and it was suggested that if anyone wished to have additional information they could contact the Planning Department. In addition we made calls to property owners we knew had interest. We also have had "walk by traffic" that has come in and asked about the process. The Planning Department also asked for a "courtesy review" from the Planning Departments in Sedona and Cottonwood. Both municipalities have responded. Information from both municipalities was provided to the Commissioners in their packets.

Planning Director Richardson stressed that this is by no means a final document, stating to the public that he would be more than glad to answer any questions they may have.

Chairperson Prud'homme-Bauer told the public that if they would like to speak on the Proposed Site Plan Review Process, all they need to do would be to step up to the microphone, state their name and address.

First Speaker: Bob Conlin, 1117 Main Street, Clarkdale:

After reading over the document, Mr. Conlin felt, without saying anything offensive to Staff, that what has happened is there is a breakdown in trust between Planning Staff members and the development industry. Mr. Conlin feels that 95% of the developers absolutely want to do the right thing, and want the community to look nice.

Mr. Conlin feels, in his own opinion, that the impression he had of the document is that the outcome of the document is to absolutely control all of the covered property. Mr. Conlin stated that before this ordinance becomes effective, there is a tremendous amount that should not be in the document. He would like to see Planning Staff sit down with property owners and have the input from them not just from the Planning Commission and Town Council. Mr. Conlin would like to see the document redone so as the property owners have a voice. He feels there is too much control. When a developer comes in and wants to do a minor thing on a piece of land, he believes the developer will be frightened at the proposed process and as a developer, would try and go somewhere else. Mr. Conlin stated that he felt people in the community should be involved in the development of the ordinance.

Second Speaker: Ray Selna: 1380 Selna Circle, Clarkdale.

He feels the Planning Staff is trying to do the right thing for Clarkdale. He really believes the Planning Staff's intentions are good. Mr. Selna agrees with Mr. Conlin's position that the Town is perceived as a "no growth community". There is a lot of land in Clarkdale, but he believes the real issue is a lack of infrastructure to accommodate development.

Mr. Selna stated the part of this proposed ordinance which scared him was the subjectivity of the language. He felt some of the language and wording could mean different things to different people. Mr. Selna is willing to sit and talk with the Planning Commission and Town Council and maybe something good could come of this.

Third Speaker: Bill Snyder, 902 First S. Street, Clarkdale:

Mr. Snyder indicated that he has been in business in Clarkdale for over 25 years. He feels that this document, if not appropriately applied, could stonewall development in this Town forever. He stated that he appreciates that Mr. Richardson's statement that it is loose enough to provide flexibility in working with the developer. By the same token, from the developers' standpoint, it is loose enough that this says we can never do anything in the Town of Clarkdale if we don't want it done. From Mr. Snyder's point, this is a scary document. This document in Mr. Snyder's view is loosely enough "wrapped" to stop development.

Mr. Snyder feels, as do the two previous gentlemen, that we all need to work together. He feels a lot of work needs to be done to the document. Mr. Snyder stated he would be willing to sit down with Staff and members for more review of the document before it is ever sent to the Town Council because in his opinion it needs a lot of help because of the capability it has to do damage and stonewall development.

Fourth Speaker: Jane Winiecki: 1401 Third South Street, Clarkdale.

Ms Winiecki stated she was asked by the Yavapai Apache Nation to attend this meeting and then comment. She learned about the meeting at the 11th hour and hadn't had a chance to read the document.

Mr. Richardson stated that the Planning Department made contact with major commercial and industrial property owners.

The Nation has some concerns and Ms Winiecki attended the meeting representing the Nation. The comment she was asked to make was that the Nation would like the opportunity as the other gentlemen had also mentioned, to be able to sit down with the Town and have an opportunity to talk about the document and take it a little further and participate in the process before it goes to Council.

Mr. Richardson also mentioned that the document is intended specifically to affect commercial and industrial property and exempts single family uses. As such, owners of property that is zoned single family, did not necessary receive a notice unless they also owned property zoned commercial and industrial.

Commission Comments: Planning Director Richardson indicated a desire to meet with the land owners as well as anyone else interested in the subject. He indicated that if there is going to be a formalized review through a "Development Committee" and Staff, it would be desirable to have at least one or two members of the Planning Commission also attend. Commissioners agreed that one or two of them should attend the meetings. Planning Director Richardson also asked those in attendance to forward specific points or concerns to him, so that the Planning Department could prepare for this meeting.

He asked the Commissioners to let the Planning Department know if they would be attending the meeting so the Department could advertise the meeting properly. Director Richardson indicated that the current schedule was to have this item to the Council on January 14th with the first review. He had already advised the Clerk and Manager that there was a possibility that this would need to be pulled off that agenda.. Mr. Richardson is going to verify what procedure needs to be followed so that any and all can attend and there not be a problem with an open meeting law. Vice Chairperson Dodendorf made a motion to close the public hearing. Commissioner Hansen seconded the motion. The motion passed unanimously.

2. CONSIDERATION BY COMMISSION AND RECOMMENDATION TO TOWN COUNCIL

Commissioner Brunsman made a motion to continue the item for further discussion in a work session with the development community. Commissioner Hansen seconded the motion. The motion passed unanimously.

With no further business to discuss Commissioner Hansen made a motion to adjourn the meeting.

The meeting was adjourned at 7:10 p.m.

Reviewed By:

Planning Director
Lyle Richardson

APPROVED BY:

Robyn Prud'homme-Bauer

Chairperson

SUBMITTED BY:

Linda L. Noland

Administrative Assistant